

BUILDING DIVISION

PHONE: 954.797.1111 • FAX: 954.797.1086 • WWW.DAVIE-FL.GOV

DOCK/RETAINING WALL/ BULK HEAD CHECKLIST

We require 2 sets of plans/surveys Packaged and stapled together

Required

- ___ Copy of contract if submitted by a contractor.*
- ___ Print out from the Broward County Property Appraisers Office (**WWW.BCPA.NET**)
- ___ **Zoning** One (1) original signed/sealed survey and two (2) copies to scale (do not reduce or increase size).
Survey shall not be older than two (2) years, unless no changes have been made and survey affidavit is provided. Surveys must show all easements and encumbrances. Work being done must be high lighted and have setbacks labeled. Highlight work being done with setbacks labeled.
- ___ **Structural** 2 sets of Engineered Sealed Plans required – (include the materials used)
- ___ **Engineering** Plan showing location of dock Slop of lake or canal bank (if applicable)
Show cross sections including existing ground and under water.
- ___ Building Permit Application
- ___ Drainage District: approval stamped on plans
 - Central Broward Water Control District
 - South Broward Drainage District Approval
 - Tindall Hammock Approval
- ___ DPEP Approval (if applicable)
- ___ Army Corp Engineering approval : If on a Navigational waterway.
- ___ Notarized Signature on Applications
- ___ Contractors- A Copy of all application licenses (Competency & Business Tax Receipt)
Insurance certificates for Workman's Comp and General Liability
- ___ Disclosure Statement - if submitted as on owner / builder application.
- ___ Waste Management agreement form must be signed by the contractor and notarized.
- ___ Affidavit of Awareness Homeowners Association form must be signed by owner and notarized.*
- ___ Plan check fee, see fee schedule item #13 required at time of submittal.*

_____Contractors Signature

_____Owner signature required if applying for an owner builder permit